

**Community Development  
Block Grant Program**

**Consolidated Annual Performance and Evaluation Report (CAPER)**



**City of Rochester, New Hampshire  
July 1, 2022—June 30, 2023**

Prepared for the US Department of Housing and Urban Development

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CAPER

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## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

This Program Year (PY) 2022 (July 1, 2022 – June 30, 2023) Consolidated Annual Performance Evaluation Report (CAPER) summarizes the accomplishments and financial expenditures of Year 3 of the PY 2022-2023 Consolidated Action Plan (PY 2022 Annual Action Plan) of the City of Rochester. The Community Development Block Grant award for the City of Rochester for PY 2022 was \$245,875.

Per the New Hampshire Employment Security the median household income for Rochester was \$70,582. Public service activities (non-construction funding for social service agencies) included funding for one of the region's homeless shelters, rental assistance for low-income families and for residents, supportive services for mental illnesses or developmental disabilities, and educational programs for low-income residents. Community Action Partnership for Strafford County's (CAP) weatherization assistance program, which weatherizes the homes of low-income residents, was funded by housing rehabilitation. CAP's goal for the weatherization program is to provide decent and affordable housing to Low-Moderate Income residents. Part of the Public Facilities funding had been awarded to the Recreation Department to assist in the creation of a teen area and security updates to the community center, as well as the creation of a pickleball court with the conversion of the tennis courts to multi-use, however issues with contractors being available for the project have caused a delay in the completion of the projects.

### **Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable and Quality Housing for All Residents	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	75	0	0.00%	25	24	96.00%
Affordable Housing for Homeless/At-Risk Persons	Affordable Housing Homeless	CDBG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	250	24	9.60%			
Affordable Housing for Homeless/At-Risk Persons	Affordable Housing Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	500	97	19.40%	115	165	143.48%
Affordable Housing for Homeless/At-Risk Persons	Affordable Housing Homeless	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	10	0	0.00%			
Affordable Housing Stock Creation/Retention	Affordable Housing Public Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	200	85	42.50%	25	21	84.00%

Emergency Situations Aid to LMI Residents	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG-CV: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	3377	3,377.00%			
Emergency Situations Aid to LMI Residents	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG-CV: \$	Homeless Person Overnight Shelter	Persons Assisted	100	429	429.00%			
Emergency Situations Aid to LMI Residents	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG-CV: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	4	0	0.00%			

Establish/Stabilize/Expand Small Businesses	Non-Housing Community Development Economic Development	CDBG: \$	Jobs created/retained	Jobs	10	0	0.00%	1	0	0.00%
Improving the Safety/Liveability of Neighborhoods	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10000	0	0.00%			
Increase Access to Quality Facilities/Services		CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	5		1347	0	0.00%
Increase Access to Quality Facilities/Services		CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2500	0	0.00%	187	590	315.51%
Increase Access to Quality Facilities/Services		CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				

Increase Access to Quality Facilities/Services		CDBG: \$	Facade treatment/business building rehabilitation	Business	5	0	0.00%			
Providing Services for Residents with SUD	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	0	0.00%			
Public Services Concerned with Employment	Non-Housing Community Development Economic Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	800	115	14.38%	125	237	189.60%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

CDBG Priorities favored public services and facilities projects serving homeless residents, rental assistance, and housing rehabilitation to preserve affordable housing stock and public facilities activities and projects serving extremely low and low-income residents. PY 2022 funding reflected these priorities. The greatest amount of funding went to My Friend’s Place for the amount of \$13,798.40. For maintain affordable housing for low-moderate income residents, \$6,882.85 was allocated by the SHARE fund to provide rental assistance to lower income residents. Rental support represents an important affordable housing strategy of the city’s CDBG program; the rental market remains a large provider of affordable housing for Rochester residents. During the PY 2022 over \$75,000 was allocated to Community Action Partnership of Strafford County to provide weatherization for homes owned by low-moderate income residents. This program greatly reduces energy costs for the home, for

most residents, thereby keeping the home affordable for the owner. A large majority of these residents served by this program are low-income elderly residents who are seeking to “age in place.” This weatherization program is allowing this demographic to do so in helping to keep their housing costs affordable.

The city’s focused on supporting some of Rochester’s most vulnerable residents, such as the homeless residents, with their highest-priority needs being housing and healthcare. Dover Adult Learning Center was awarded \$5,000 to assist in its mission to help adults across the county enhance their skills and improve their lives through not only basic education, but job training, high school completion, and college and career transitions, along with enrichment classes. Strafford Nutrition Meals on Wheels received \$3,000 for funding to assist in providing meals to low-moderate income individuals, predominantly disabled and elderly residents within the city. Waypoint was able to open their new Drop In Center in November of 2022 with help from funding in 2021; the city allocated \$4,000 to help with the running of this center which has seen numerous homeless young adults and teens from Rochester use their services.

We have 10,000 expected for Improving the Safety/Livability of Neighborhoods during our 5 year Consolidated Action Plan timeframe, but we have not seen the projects started yet for this category. There is a project in the works with Rochester’s Rec Department for some Pickleball Courts that was to start in 2022 but has had several delays from the suppliers. There is hope that the project will start back up late spring, early summer of 2023, once the committee in charge of the project has met and discussed options. There was a strong request for Pickleball Courts in the city as it is fast becoming a popular sport and so many people utilize the small court we currently have. The Community Development Committee in charge of reviewing applications and awarding the funds for projects will be looking into the Recreation Department’s project later in 2023 to determine if the project is still on schedule and should be completed by 2024.

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	931
Black or African American	40
Asian	31
American Indian or American Native	11
Native Hawaiian or Other Pacific Islander	8
<b>Total</b>	<b>1,021</b>
Hispanic	59
Not Hispanic	941

**Table 2 – Table of assistance to racial and ethnic populations by source of funds**

### Narrative

During PY 2022 Approximately 91% of residents of the City of Rochester served were white, and approximately 9% of the residents served were non-white races and/or ethnicities (predominantly Black/African-American and Asian). According to US Census population estimates, The City of Rochester is 93.7% white, .7% Black, 0% American Indian and Alaska Native, 1.5% Asian alone, .3% Naïve Hawaiian and other Pacific Islander, 3.1% Hispanic and 3% 2 or more races. There have not been highly disproportionate services provided to white residents over residents belonging to racial/ethnic minorities, although the demographics of families served should be closely monitored in future years to ensure that a disproportionality does not develop.

While the numbers reflected above show only 1021 for number of families assisted it does not allow for the numbers to reflect additional groups that identify as multi racial. There are an additional 16 people that are not reflected in the number above as they are multi racial. There are 12 that identified as Black/African American & White, 1 that identified as American Indian/Alaskan Native & Black/African American, 3 that identified as "Other" multi racial.



## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	289,070	160,534
Other	public - federal	0	

Table 3 - Resources Made Available

### Narrative

In the adopted PY 22 Action Plan, \$289,070 in CDBG grant funds (including the \$245,875 grant allocation for PY 22, and program income from the Job Loan in the amount of \$43,195.68) were made available to the City of Rochester. The adopted PY 22 Annual Action Plan can be found on the City of Rochester's website at <https://www.rochesternh.gov/community-development-division/pages/action-plans>

During PY 2022 \$111,359 was expended on regular program and activities. A total of \$49,175 of the entitlement CDBG Grant (17%) was expended on planning and administration activities. A total of \$36,359.25 was expended on regular public services (13% of PY 22 grant allocation). Other funding subcategories included housing rehabilitation and public facilities projects.

In the annual grant application developed by Community Development staff, CDBG applicants must state both the amount and the percentage of leveraged funds relative to the CDBG funds being requested. The percentage and amount of leveraged funds available are taken into account when grant applications are analyzed and funding decisions made

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	6	6	
Rochester Low-Moderate Income Census Tracts	94	94	HUD-determined census tracts of 51% or greater low-moderate income residents

Table 4 – Identify the geographic distribution and location of investments

### Narrative

These activities were operation expenses at the region's homeless shelters, My Friend's Place; domestic violence services provided by HAVEN; Strafford Nutrition Meals on Wheels, which provides meal delivery services for elderly residents and adult residents with disabilities; supportive services for elderly residents and adults with disabilities provided by Easter Seals. All of these activities, although

occurring in census tracts that are not majority low-to moderate income, service some of the most vulnerable and neediest of Rochester's residents, including residents who are homeless, elderly residents and residents with mental illnesses and/or development disabilities.

During PY22 (FY23) funding was allocated to The Recreation Department of Rochester in order to provide updates to the teen area, security and the additional of a pickleball court. This project was located at the Community Center which is city owned property.

## **Leveraging**

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

During PY 2022, \$4,046,671 was made available in leveraged funds provided by the public service agencies that received CDBG funding. The sources of these leveraged funds are various and includes non-CDBG federal grants, state grants, municipal-level funding and private donations received by the public service agency CDBG subrecipients. The Community Action Partnership of Strafford County's weatherization assistance program, for example, receives leveraged funds through regional utility companies (such as Eversource and Until) and the state Department of Energy. The united Way of the Greater Seacoast also provides significant funding for multiple public services agencies that received Rochester CDBG funds, especially the three regional homeless service providers.

In the Annual grant application developed by the Community Development staff, CDBG applicants must state both the amount and the percentage of leveraged funds relative to the CDBG funds being requested. The percentage and amount of leveraged funds available are taken into account when grant applications are analyzed and funding decisions made.

### **Rochester CDBG Activity | *Rochester CDBG Funding* | Leveraged Funds**

Waypoint | \$4,000 | \$235,000

Share Fund | \$6,882 | \$62,000

My Friend's Place | \$13,798 | \$436,154

HAVEN | \$2,000 | \$1,447,116

Strafford County Nutrition Meals On Wheels | \$3,000 | \$ 21,750

Court Appointed Special Advocates (CASA) | \$1,000 | \$49,894

Dover Adult Learning | \$5,000 | \$137,000

MyTurn | \$1,000 | \$258,640

Community Action Partnership of Strafford County | \$75,000 | \$1,399,117

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	115	165
Number of Non-Homeless households to be provided affordable housing units	40	45
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>155</b>	<b>210</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	24
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	25	21
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>25</b>	<b>45</b>

Table 6 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

Performance Goals were reached this year and exceeded more than anticipated. This is most likely due to the eviction moratoria ending during PY2021. The City had anticipated that there would be more residences who would require assistance but not at this level. Regarding the number of households supported through the rehabilitation of existing units, performance goals were missed by 4. While there were a lot more members within families that were assisted, the number of households dropped. This could be due to a number of factors such as delays in projects starting or even the increase cost in

materials needed to assist with rehabilitation of homes. For home rehabilitation, about 57% were extremely low and about 43% were low. The Weatherization/Rehabilitation program specifically works with low to extremely low income households.

**Discuss how these outcomes will impact future annual action plans.**

The Seacoast's homeless shelters, including current subrecipient, My Friend's Place, and previous suprecipient Cross Roads House and The Homeless Center for Strafford County, participate in the Balance of State Coordinated Entry system and have found it challenging to accurately estimate how many clients will be served within the given year since homeless clients are now funneled through the same organizational point of contact. Another factor that would hinder the ability to accurately report this is that many homeless residents frequently moved between various cities and towns throughout the seacoast with the help of public transportation. While a shelter maybe serving the same or great number of clients overall, there is a possibility that the specific percentage of Rochester residents would decline, likely the reason we saw a decline since last year of beds needed.

The Share Fund has received CDBG funding during the PY 2022 year to assist with rental assistance for low-moderate income households. Its anticipated that with the pandemic ending, the city will see an increase over the next several years in the need for more homeless shelters. A significant portion of the CDBG funds for PY 2022 were allocated specifically for regional homeless services shelters in the area, such a My Friend's Place that works with a few cities within the Seacoast area including Rochester and Dover.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	716	0
Low-income	256	0
Moderate-income	26	0
<b>Total</b>	<b>998</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

The majority (97%) of Rochester residents assisted with public service agency CDBG funds during PY 2022 were extremely low or low income with a significant majority of that percentaged being extremely low income (71%). This includes residents who received weatherization assistance via Community Action Partnership's Weatherization Program.

For CDBG purposes, “extremely low income” is defined as 30% of the area median income, “low income” is defined as 50% of the area median income and “moderate income is defined as 80% of the area median income. Per Strafford Regional Planning Commission, for PY 2022, the median income for Rochester area was \$70,582.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Activities to address homelessness in PY22 included public service agency grants to one of the region's homeless shelters that provide services to Rochester Residents. This was to My Friend's Place. Previous years the city had worked with the Homeless Center for Strafford County (HCSC) and Cross Roads, however due to staffing changes at both agencies they had not applied for funding during PY22. HCSC has since reached out for assistance with new staff to help apply for funding during PY24 with the hope that they can assist more Rochester Residents. The Share Fund also provided rental assistance for low-moderate income residents. HAVEN provided assistance in housing for those escaping domestic violence. Funding for Waypoint of NH both under the Public Service Agency subcategory provided case management and basic assistance for youth and young adults who are homeless. Waypoint was also able to open their Drop-In Center in Rochester November 2022 for youth and young adults who are homeless using funds from PY21.

The region's three primary homeless shelters, in partnership with other regional social service agencies and local welfare directors, provide individual assessment for each homeless person or family, or each person or family at risk for homelessness. Based on these assessments, the person or family is placed with a homeless shelter that best fits their needs, referred to an organization that can provide emergency rental assistance, or provided other relevant referrals. The implementation of Coordinated Entry System for the entire New Hampshire Balance of State Continuum of Care region has formalized this intake process and centralized it through the use of the services of 211. In addition, all of the regional shelters work with the Continuum of Care on the annual Point IN Time count, which in recent years had focused especially on obtaining accurate counts and needs assessments of unsheltered persons not connected with shelter or other service providers.

Three cities, Rochester, Dover and Somersworth NH worked together during the winter months with the help of the cities' mayors to open a large warming center to be used by all three cities. This continued work together will be seen in PY23 and PY24 with plans to possibly open more days with the winter months.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

During PY 2022, one of the local Public Service agencies were granted CDBG funds for their assistance in emergency shelter and transitional housing needs of homeless persons (My Friend's Place). HAVEN also received public service agency funding from CDBG funds to provide emergency shelter services for domestic violence survivors who experience homelessness while leaving their abusive partners. This

program is not just for single people, but families leaving a domestic violence situation. Funding for Waypoint of NH both under the Public Service Agency subcategory provided case management and basic assistance for youth and young adults who are homeless. Waypoint was also able to open their Drop-In Center in Rochester November 2022 for youth and young adults who are homeless using funds from PY21.

Two of the three shelters (My Friend's Place and the Homeless Center for Strafford County) have transitional housing units available. Cross Roads House, the regional homeless shelter with the largest capacity, also runs Housing First program.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

During PY 2022, one of the local Public Service agencies were granted CDBG funds for their assistance in emergency shelter and transitional housing needs of homeless persons (My Friend's Place). HAVEN also received public service agency funding from CDBG funds to provide emergency shelter services for domestic violence survivors who experience homelessness while leaving their abusive partners. This program is not just for single people, but families leaving a domestic violence situation.

Two of the three shelters (My Friend's Place and the Homeless Center for Strafford County) have transitional housing units available. Cross Roads House, the regional homeless shelter with the largest capacity, also runs Housing First program.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

During PY 2022, CDBG public service agency operating grants were awarded to one of the regions homeless shelters (My Friend's Place) that provide services to Rochester's residents. As previously stated, HAVEN received CDBG funding to provide emergency shelter services for domestic violence survivors (both singles and families) who experience homelessness while leaving their abusive partners. Funding for Waypoint of NH both under the Public Service Agency subcategory provided case management and basic assistance for youth and young adults who are homeless. Waypoint was also able to open their Drop-In Center in Rochester November 2022 for youth and young adults who are homeless using funds



from PY21.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The most recent Five Year Plan prepared by the Rochester Housing Authority (RHA) reports its goals and objectives as including reduction of public housing vacancies, increase in affordable housing units, the creation of workforce housing, and the promotion of economic opportunities and an increase in the affordable healthcare access to low-income families. During PY 2022, CDBG funding supports the SHARE Fund's rental assistance program for low-income residents. The Community Action Partnership of Strafford County's weatherization received CDBG funding to assist with housing rehabilitation for low-income homeowners. Without these services many residents could have possibly found themselves homeless.

### **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership**

The Rochester Housing Authority maintains a Resident Advisory Board, including representatives from each of the RHA's housing locations, that meet to review the RHA annual and five-year plans. The Resident Advisory Board also provides input on general RHA operations. The Community Development Coordinator also forwards program and funding opportunities regarding affordable homeownership to RHA staff, for distribution to RHA residents, as such information becomes available.

### **Actions taken to provide assistance to troubled PHAs**

N/A. The Rochester Housing Authority is not designated as troubled agency by HUD.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

The Community Development Coordinator has been active in multiple coalitions and groups through PY 2022, including the Fidelity Subcommittee of the Tri-City Mayoral Homelessness Task Force. The Tri-City Mayoral Homelessness Task Force worked through 2018 and 2019 to draft a regional homelessness master plan that included housing and employment needs analyses for residents exiting mental health facilities and correctional programs. The Fidelity Committee successfully pushed for a new ordinance in the City of Rochester that waives fees for identification documents for homeless residents, a key barrier for homeless residents in accessing vital services that was identified in the Task Force's Master Plan on Homelessness.

### **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

Some of the top underserved needs within the City of Rochester continue to be supportive services and affordable housing for residents with mental illnesses and/or substance use disorders. The main obstacles to serving these underserved needs are lack of funding and lack of organizational capacity.

These obstacles have been addressed through a variety of means. CDBG public service agency funding was awarded in PY 2022 to one of the regional homeless shelters (My Friend's Place). Waypoint NH was provided funding from Public Facilities CDBG funds.

These public service agencies and facilities disproportionately service residents with mental illnesses or substance use disorders. CDBG Funds were also awarded to Community Partnership of Strafford County in order to assist low-income residents with housing rehabilitation/weatherization of their current homes. In addition, PY 2022 the City of Rochester provided general municipal funding support to SOS Recovery Center, which provides recovery services for residents with substance use disorders.

### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

In PY 2022, the City of Rochester continued to fund the housing weatherization work of the Community Action Partnership of Strafford County, which includes lead-safe work practices and lead remediation when applicable. The City of Rochester also has joined a workgroup led by the Strafford County Public Health Network that focuses on lead-based paint hazards on the regional level. The Rochester Community Development Coordinator is working on reviewing grants available to possibly start a Lead Remediation Program with the help of Buildings and Codes. They plan to review available grant options to offer more Lead Remediation Programs for low and low-moderate income families of Rochester.

The Community Action Partnership for Strafford County's weatherization assistance program, which received over \$75,000 in CDBG housing rehabilitation funding during PY 2022, provides weatherization assistance to low-income residents of the City of Rochester. This includes updating heaters and boilers, replacing inadequate insulation, and other related rehabilitation activities. While performing this rehabilitation work, the weatherization assistance program also provides lead evaluation, containment, and/or abatement services when circumstances, such as the age of the home in question, indicate the need for such. In PY 2022, a total of 21 housing units received housing rehabilitation assistance through Rochester CDBG funding, including 7 units constructed prior to 1978.

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

The City of Rochester supported a range of anti-poverty efforts in PY 2021. Dover Adult Learning Center, received Public Agency funding to assist with the providing High school equivalency testing to Rochester residents. My Turn also received funding to help provide vocational skills training, transportation and child care assistance as well as paid internship opportunities for lower-income young adults. Both programs assist to help ensure residents' long-term advancement out of poverty.

The City of Rochester also continued to operate and promote its Job Opportunity Benefits (JOB) Loan Program, which provides loans to small businesses to encourage the hiring of low and moderate income employees. Conditions for receiving a loan require a commitment to creating or retaining a certain number of jobs that are made available to low and moderate income employees such jobs must include the potential for advancement. Recent Job Loan Program loan recipients have had to include an investment casting company, a microbrewery and a printing company.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The City of Rochester is a public entity that regularly plans and finances economic development projects, code enforcement, planning and zoning review, emergency financial relief assistance, and community development activities. Rochester's Community Development Division works with other city departments, including the Planning Department and Department of Public Works, and with many regional public service agencies, including agencies that receive CDBG funding subgrants and agencies that do not. This coordination has enabled the efficient provision of supportive services, housing rehabilitation, and public facilities improvements for low- and moderate-income Rochester residents. This coordination also identifies specific program and activity needs within the City, as well as other funding sources for city projects that may not qualify under CDBG.

In addition, the Community Development Coordinator regularly participates in the New Hampshire Balance of State Continuum of Care as a Rochester representative.

The Community Development Coordinator also maintains regular communications with the Rochester

Welfare Director, Rochester Housing Authority Executive Director, and other New Hampshire entitlement community CDBG staff, among others. The Community Development Coordinator shares news and updates with all of these persons, provides and receives information on funding opportunities, and coordinates regional community development activities.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The Community Development Coordinator relays information to numerous public service agencies and other regional contacts who might be interested in trainings regarding homelessness and housing related trainings when available. Throughout PY22 the Mayor of Rochester maintained contact with the other Mayors who are part of the Tri-City Mayoral Homelessness Task Force and kept both staff members and residents updated on changes to the Warming Center at Willand Pond that provide shelter during extreme cold weather days for Rochester, Dover and Somersworth.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

One of the key goals of the city's current Analysis of Impediments to Fair Housing (AI) is to monitor city ordinances and policies that affect housing development (whether positively or negatively) and impact on housing availability and affordability for various residential demographics.

The third listed goal for the current AI is to reduce housing discrimination against residents with disabilities. In PY 2021, the city of Rochester worked with My Friend's Place and awarded CDBG funds to help fund a case manager who assists their clients with many activities, including but not limited to, applying for assistance with Vocation Rehabilitation, DHHS or the Social Security Administration, seeking mental health counseling, physical or dental appointments, etc. My Friend's Place also can help their residents with applying for eligible assistance such as food stamps, health insurance, or disability income. Waypoint of NH provides services to youth and young adults facing homelessness, by providing numerous types of support like food, clothing, showers, laundry and the use of computers as well as staff members will to help with other services like applying for jobs by helping to build resumes. .

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City of Rochester collects both quarterly and annual reports from its subrecipients. These reports include racial/ethnic, sex, income, and other demographical information of clients served, as well as expense details.

During PY22 the Community Development Coordinator ensure continued communication between the subrecipients and updated them on any new policy changes as well as ensured that they were maintaining records appropriately. All invoices received for reimbursement were reviewed by the Community Development Coordinator to ensure the funds for each project were being used appropriately.

Two site visits were conducted during PY22 due to some concerns made throughout the year. One was with Waypoint, as they had new staff taking over from the previous year. The Community Development Coordinator met with key staff and toured their new Drop In Center, as well as helped review information and worked with the new director to ensure that they understood reporting policies. The other site visit was with Community Action Partnership where the Community Development Coordinator met with key staff including their new Finance Officer.

There were no concerns raised by other subrecipients, however the goal moving forward for the new Community Development Coordinator is to ensure that all subrecipients have their site visits during quarter 3 of the program year (previously done in quarter 4) to ensure that there are no concerns or issues. This will give time for the Community Development Coordinator time to review any potential issues, and give an update to allow the groups to make any changes during quarter 4. It will allow the Community Development Coordinator the ability to see these changes made prior to the start of the new program year. Any recipients that may have had a negative site visit will require an additional site visit the last month of quarter 4 to ensure that they have followed up with any issues brought up by the Community Development Committee.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to**

## **comment on performance reports.**

The final draft of the Consolidated Annual Performance and Evaluation Report (CAPER) is made available to the public through a variety of means. Hard copies of the report are provided for public viewing at City Hall, the Rochester Public Library, and the Office of Economic and Community Development. An electronic copy of the report is provided for public viewing and download on the City of Rochester's Community Development Division webpage at Annual Reports | Rochester NH .

Notice of the public comment opportunity on the draft CAPER is posted in a local newspaper of general circulation, *Foster's Daily Democrat*, as well as on the Community Development Division webpage. The notice also includes information in French on how to receive an oral interpretation of the plan, if needed, in accordance with the City of Rochester's Language Access Plan. Notice of the public comments period regarding the draft PY 2022 CAPER was posted in *Foster's Daily Democrat* (both online and in printed format) on September 13, 2023, more than 15 days prior to the submission of this CAPER to HUD. No Comments were received.

## **CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

There have not been any changes in the City of Rochester's primary program objectives during PY 2022. Focus was placed on homeless shelter services, rental assistance to prevent evictions for low-income households, and healthcare services (such as behavioral health and substance use disorder recovery). These areas have been identified as the highest need priorities due to the pandemic's effects on unemployment, health care systems, and housing stability for lower-income residents.

Previously unexpected funds from PY20 totaling \$14,000 for Waypoint NH (\$7,000), My Friend's Place (\$7,000) that were allocated for PY22 were spent and assisted these two public service agencies in providing necessary support to Rochester residents. Both groups were able to provide more support to those residents facing homelessness including youth and young adults (Waypoint).

It should be noted that the City of Rochester has changed its activities as a result of its experiences in implementing CDBG programs in the past, as well as the COVID-19 Pandemic. Part of that includes how the city funds certain groups. Due to the number of homeless residents My Friend's Place has assisted from Rochester throughout the years, the City made a move to start funding their operations with City funds rather than CDBG funds during PY23/FY24. The change from CDBG funds to City funds is to show

good faith in this program that has offered emergency overnight housing to numerous men, women and families over the last several years, making it the go to shelter for Rochester residents. With those funds freed it allows the City to start allocating more funds to other groups such as Sharefund that provides rental assistance to low and low-moderate income households who maybe on the brink of homelessness. It also allowed funds to open up for additional homeless shelters that assist Rochester residents such as Cross Roads, and groups like Waypoint (providing support to unhoused youth and young adults). Both of those groups provide support to the residents both in housing (Cross Roads) and other supportive options (Waypoint) like a place to fill out applications for both housing and work. With these groups that are receiving CDBG funds and other groups receiving City funding, such as SOS Recovery (a support group for substance abuse) the city is working to maintain its efforts in preventing and reducing homelessness while working with numerous groups to provide supportive services.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No



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